

2125(D)2120(S)

**CITY OF RIVERSIDE**  
**HUMAN RESOURCES DEPARTMENT**

05/31/05

Revised

**CLASSIFICATION SPECIFICATION**

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**TITLE: FIRE BATTALION CHIEF**

**DEFINITION**

Under general direction, to perform responsible management, technical, and administrative work in commanding and coordinating fire suppression, inspection, prevention and personnel training activities; to provide highly responsible and technical staff assistance; and to do related work as required.

**REPORTS TO:** Deputy Fire Chief

**SUPERVISION RECEIVED AND EXERCISED**

Receives administrative direction from the Deputy Fire Chief. Exercises general direction over management, supervisory, professional, technical, protective service, and clerical staff.

**EXAMPLES OF DUTIES**

Typical duties may include, but are not necessarily limited to, the following:

- Assist in the development and implementation of goals, objectives, policies, and priorities.
- Direct and supervise forces in the suppression of fires, in the control of incidents involving hazardous chemicals and other materials as required; ascertain the need for and type of additional equipment necessary to counteract the emergency; make technical decisions as to the best methods of extinguishing fires after observing the fire and receiving oral reports from command officers.
- Make periodic inspections of personnel and the general condition of equipment, apparatus, and fire stations.
- Participate with company captain in the training of personnel and serve as an instructor for specialized in-service training courses.
- Plan, organize, direct, and participate in the department-wide training program including the administration of the recruit academy.
- Plan, organize, and direct the department fire prevention program.
- Investigate fires to determine cause and origin.
- Assist in the preparation and administration of the department budget. Analyze, interpret, and enforce applicable fire safety codes and standards. Review plans and conduct inspections of new construction.
- Coordinate public fire safety training program.
- Prepare and maintain a variety of records and reports.
- Represent the City in the community and at professional meetings as required.
- Coordinate Fire Department activities with other City departments and divisions, and with outside agencies.
- Supervise, train, and evaluate assigned staff.

## QUALIFICATIONS

### Knowledge of:

- Principles and practices of organization, administration, budget, personnel management, and training.
- Modern firefighting and rescue principles, practices, techniques, and procedures, including the operation and maintenance requirements of the various types of fire apparatus and equipment.
- Mechanical, chemical, and related characteristics of a wide variety of flammable and explosive materials and objects.
- Fire prevention principles, practices, and procedures.
- Federal, state, and local laws and regulations pertaining to fire suppression, prevention, and personnel training.

### Ability to:

- Make effective use of personnel, equipment, and apparatus in emergency situations.
- Review and interpret building plans and specifications.
- Instruct effectively, maintain discipline, stimulate interest and command respect of subordinates.
- Conduct a thorough fact finding investigation and enforce regulations firmly, tactfully, and impartially.
- Communicate clearly and concisely, orally and in writing.
- Establish and maintain cooperative working relationships with those contacted in the course of work.
- Work overtime as required.

### Experience and Education:

Any combination equivalent to experience and education that could likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience: Eight years of increasingly responsible municipal fire suppression and prevention experience, including at least three years of command experience at the Fire Captain level.

Education: Equivalent to the completion of the twelfth grade.

**MEDICAL CATEGORY:** Group 3

### NECESSARY SPECIAL REQUIREMENT

Possession of, or ability to obtain, an appropriate, valid Class AC California Motor Vehicle Operators License.

### CAREER ADVANCEMENT OPPORTUNITIES

**FROM:** Fire Battalion Chief

**TO:** Deputy Fire Chief